



**Administration Department**

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**HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
THURSDAY, APRIL 24, 2014**

The meeting was called to order by Chairman Stelling at 6:30 p.m. Alderman Tom Preusker; Commissioner Jeff Erickson and Park Board President Darrel Eisenhardt were present. Commissioner Judy Stone was excused. Commissioner Maria Veronico and Commissioner Joel Weis were absent. Building Inspector/Zoning Patrick Scherrer was present. Racine County Economic Development Corporation Tina Chitwood was excused. Student Tylee Frederick was absent.

**CITIZEN COMMENTS**

There were no citizen comments.

- Stelling read an e-mail which contains links from Jennifer Lehrke sent April 24, 2014 regarding questions she received from home owners about the Kane Street Historic District Tax Credit.
- Erickson stated he has been informing home owners to talk to Scherrer if they would like tax credit, to make sure the remodeling is done according to City Code Ordinance.
- Preusker stated he would like to see the City's web-site and the City's Newsletter include these links from Lehrke.
- Stelling introduced and welcomed Darrel Eisenhardt to the Commission.
- Preusker stated he would like to receive a copy of the e-mail as well as sent to each of the HPC members.
- There were no further comments.
- Erickson moved, and Preusker seconded, to add the links regarding the Kane Street Historic District Tax Credit to the web-site.

**APPROVAL OF MINUTES**

Commissioner Erickson moved and Alderman Preusker seconded to approve the minutes of August 22, 2013. All were in favor and the motion carried.

## **DISCUSSION ITEMS for HPC**

### **A. Review of Façade Grant Funding Status.**

- Stelling introduced and opened this item for discussion.
- Stelling stated that \$17,990.38 is the total Grant fund disbursed in Round #4 as of March 10, 2014. The unobligated fund amount is \$12,009.62. The actual Grant fund remaining balance is \$12,009.62. There is also \$250 of undisbursed funds remaining in Round #3.
- Eisenhardt asked how the funds get replenished. Stelling stated the funds go through the City's Budget Process. Stelling gave an overview of the Façade Grant Funding to Eisenhardt, to get him familiar with the process.
- Preusker questioned if the Grant has been paid out to the businesses, why it is kept on the Grant Funding Status list. Stelling stated that the listing is a summary to show what funds have been paid out, for the year, in Round #4.
- Preusker questioned what determines the start of a new Round. Erickson stated when all of the funds from one Round have been disbursed, a new Round will start.
- Preusker stated that when sitting in Charcoal Grill the view looking west at the alley across the field, next to the vacant lot by the parking structure is not a pleasant site. It would be great if repair work could be done to make the City look better. Stelling stated the front of those buildings with alleys, would have to be a successful repair before the alleys can be looked at for repair if using the Grant Fund. Stelling stated the building next to the Coffee Shop has been bought and the plans are to renovate and add to the building where changes to the alley may be made.
- Preusker stated the Grant Funds are slowing in interest and asked what can be done to change that.
- Erickson stated the owner of the laundromat will be applying for two Grants to repair the front windows due to the Schuette Daniel's Furniture Store fire.
- There were no further comments.
- All were in favor and the motion carried.

## **DISCUSSION ITEMS for CERTIFIED LOCAL GOVERNMENT (CLG)**

**A. CLG 2013 Annual Report to the Wisconsin Historical Society.**

- Stelling introduced and opened this item for discussion.
- Stelling stated the CLG designates a building to be Historic. The CLG Annual Report is a summary of accomplishments, list of meeting dates, information pertaining to designating landmarks and reviewing projects, goals, names of members and their e-mails which are sent to Joe DeRose of Wisconsin Historical Society by Tina Chitwood of Racine County Economic Development Corporation.
- Stelling stated the Burlington Cemetery Chapel and Burlington Community Pool & Bathhouse have been listed in the Historic Register because of their age and style of architecture.
- There were no further comments.

**B. Discussion and Possible Recommendation Regarding Signage for the Kane Street Historic District.**

- Stelling introduced and opened this item for discussion.
- Stelling stated there are no funds to have signs identifying the Kane Street Historic District.
- Preusker stated that he would like to see the signs on an older style pole.
- Stelling, Preusker, Erickson and Darrel discussed what type of signs would be allowed throughout the City. They were inquiring what the regulations on the size of the signs could be and where the signs can be placed.
- Stelling stated the City has no funds for signs and the City would have to request for a fund. Stelling stated the City would present a request to identify the Historic District. Once a fund was approved by Council, the research for the size and location of the signs could begin.
- Erickson questioned if residents can receive tax credit in the Historic District. Stelling stated if residents are paying income tax it will be a tax credit under the condition they repair the house according to Code regulations.
- There were no further comments.
- Erickson moved, and Eisenhardt seconded, to request a fund for a sign in the Kane Street Historic District. All were in favor and the motion carried.

**C. Discussion and Possible Recommendation Regarding Projects for the 2014 Certified Local Government Sub-grant Application.**

- Stelling introduced and opened this item for discussion.
- Erickson stated the e-mail from Jennifer Lehrke regarding the CLG sub-grant application, started out with “Thanks Tina for asking such good questions! Here’s my advice...” Stelling stated he would like this put back on the Agenda to see the original e-mail with the sub-grant questions from Tina Chitwood of Racine County Economic Development Corporation.
- Stelling, Erickson and Preusker discussed how to apply for a Fund to repair the Burlington Community Pool & Bathhouse. Stelling stated these are questions we need to ask Tina Chitwood.
- Preusker stated he would like to table the sub-grant application discussion for the next meeting that Tina Chitwood can attend.
- There were no further comments.
- Darrel moved, and Erickson seconded, to table the sub-grant application as well as see the questions from Tina Chitwood. All were in favor and the motion carried.

**ANNOUNCEMENT for the 100<sup>th</sup> ANNIVERSARY OF BURLINGTON’S LINCOLN STATUE**

- Stelling introduced and open this item for discussion.
- Stelling stated on May 18, 2014 the Burlington Lincoln Statue is being recognized for its 100<sup>th</sup> Anniversary and to congratulate the man the Statue represents.
- There were no further comments.

**DISCUSSION on the DOWNTOWN FIRE and RESTORATION of SCHUETTE DANIEL’S FURNITURE STORE**

- Stelling stated the focus on this discussion is, what happens to the building when a fire takes place in a Historic Downtown District.
- Scherrer had pictures of the damage that was done to the façade at the top that shows the stress cracks by the windows.
- Stelling stated losing both the little building and Schuette Daniel’s Furniture Store would be a significant change to the Historic District. Stelling further discussed for how the

Grant Funds are managed, the City should try to figure out a way to restore the store fronts façade since the building was built in 1895.

- Scherrer questioned what to say if someone came to ask for a demolition permit. Stelling questioned do the store owners have to notify the City within so many days if the building can be restored or not.
- Stelling stated to have Scherrer contact Pat Meehan and legal authorities for advice on options of restoring the façade. Stelling further stated the City has no control of repair work, but can only request the Council and Plan Commission to direct the proper authorities to review the City ordinances and the ramifications of the building if the building is torn down.
- Erickson moved, and Preusker seconded, to advise Scherrer to review all of the options for a Historic Preservation Commission recommendation and to be prepared to react when considering the restoration of the buildings.
- Preusker stated he would like to preserve the look of the Historic District but modernize the interiors as needed.
- Discussion ensued regarding various downtown building facades and the need for current code in the older buildings and ADA requirements.
- Stelling stated the next meeting is tentatively scheduled for May 22, 2014 unless submissions come in, then the meeting maybe changed to May 29, 2014.

### **ADJOURNMENT**

Commissioner Erickson moved and Alderman Preusker seconded to adjourn the meeting at 8:10 p.m. *All were in favor and the motion carried.*

Recording Secretary  
Kristine Anderson  
Administrative Assistant